

# THRIPLow PARISH COUNCIL

Minutes of a Parish Council meeting held in the Committee Room at Thriplow Village Hall on Monday 9<sup>th</sup> March 2020 at 7.30 pm

Present: Mark Brogan (Chairman), David Easthope, Jane Gough, Kit Jackson, Charlotte Kirby, Owen MacKay, Carly Richman, David Schneider, Terry Smith

County Councillor –Peter McDonald  
District Councillor -Richard Williams

Parish Clerk –Martyn Corbet

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| <p>The chairman welcomed Cllrs McDonald and Williams and congratulated them on their election as County and District Councillors respectively.</p> <p><b>1. Apologies for Absence</b><br/>There were no apologies for absence.</p> <p><b>2. Minutes of the Parish Council Meeting held on the 13<sup>th</sup> January 2020</b><br/>These minutes had previously been distributed and were approved subject and were signed by the chairman.</p> <p><b>3. Matters arising from the above-mentioned minutes not otherwise covered by the agenda</b><br/>There were no matters arising but it was agreed that future minutes would be sent out in PDF format.</p> <p><b>4. Update on:</b></p> <p><b>(a) watercourses in the village</b><br/>Cllr MacKay has tried once again to contact Pat Mathews of SCDC. Cllr MacKay has also written 3 letters him. Cllr Williams will see what he can do;</p> <p><b>(b) defibrillator installation on Heathfield</b><br/>Cllr Jackson has heard from Community Heartbeat Trust and they are ready to provide the equipment. The EMG site is the most suitable. An agreement will be required to enable it to be kept in situ. Cllrs Jackson and Schneider will work this. A quote will be obtained. The EMG site is the most accessible location;</p> <p><b>(c) LHI Grant Application</b><br/>The parish clerk attended a meeting with a panel from CCC at the Highways Depot in Whittlesford. He put the case for a grant. The result will be notified in due course;</p> <p><b>(d) Community Governance Review</b><br/>The consultation period ended on the 8<sup>th</sup> March. The parish clerk will contact Louise Lord of SCDC to ascertain the number of residents who have put their views forward;</p> <p><b>(e) Heathfield Open Space project</b><br/>The parish clerk referred to an email received from Darren Mullett. The swing and zip wire have yet to be installed. This has been delayed by the very bad weather. Agreement to the installation of 2 benches was confirmed by the meeting. These will be financed by WREN. It was also agreed that 2 litter bins would be financed by the parish council. The cost per bin will be £300.00. Community Space Signage will be priced up by Cllr Schneider. The invoice due to Wicksteed Leisure Limited for the sticks and swing is set for payment (see paragraph 9 below)</p> <p><b>(f) Parish Website</b><br/>Cllr Kirby had a power point presentation which showed ideas. She said the parish website reads as a village website/. She and Cllr Richman have investigated other sites which parish council websites linked to the community. Cllrs Kirby and Richman feel there needs to be a separate meeting to discuss matters. They will contact James Lungley to discuss the web site . The parish clerk provided them with his contact details. Cllr Schneider said residents need to know what is going on and the site needs to be updated regularly.</p> <p><b>(g) Procedural Review Committee</b><br/>Cllr Easthope said the first meeting of this committee will be on Wednesday 11<sup>th</sup> March;</p> <p><b>(h) Concerns about parking at junction of Fowlmere Road and The Green</b></p> | <p>RW</p> <p>KJ<br/>DS</p> <p>DS</p> <p>CK/CR</p> |
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Cllr Kirby confirmed she has not written the letter to the village pub. She will do this. Cllr Easthope said that the white lines at Townsend Springs had been paid for privately;

#### **(i) Marshall's Aerospace**

There are no plans to utilise the IWM. Cllr McDonald referred to a recent "call for other sites" for housing. Gonville & Caius College have put forward plans for 800 homes between the Volvo site and Hunts Road. This may be a worry too many;

#### **(j) 20 mph speed limit throughout the village**

Cllr Easthope contacted CCC Highways and was quoted between £4,500 and £16,000. It was not very encouraging. The expense was due to the fact that signage, road markings and legal work are required. Cllr Brogan asked about a Highway Survey to assess the situation and provide options. Cllr McDonald said the cost of such a survey is £500.00. He recommended it should be done. There is a CCC website link. Cllr Jackson said that Heathfield should be included. The 20 mph speed limit would be enforceable. Cllr Kirby mentioned the provision of a school bus for Heathfield. Cllr Smith pointed out that Heathfield is within the Duxford School catchment area and a bus is provided.

### **5. Health & Safety**

Cllr Easthope prepared a report which is replicated below.

#### **Safety Report to Thriplow Parish Council meeting 9.3.2020**

*Items not mentioned have been reported as being in good order.*

##### *Notice Boards*

*Village Hall –in good order but needs cleaning inside*

*Fowlmere Rd Bus Shelter –looks scruffy & needs a coat of varnish. General refurbishment required*

*Board outside Heathfield House –in good condition but appears to suffer from damp when the wind is in the wrong direction.*

*Pepperslade –board very unstable and needs to be thoroughly refurbished and varnished. Tree branches need cutting back and a new fastener required on "public" door.*

##### *Bus Shelters*

*Brook Road –Tarmac still very uneven & dangerous. Ivy needs cutting back, sycamore tree needs removing from back of shelter. Shelter needs staining.*

##### *Potholes*

*Potholes needing repair in Farm Lane, Lower Street, Lodge Road & School Lane. I have marked these on a map which I will submit to the County Council Highways Dept.*

*In addition there are approximately 9 potholes in Gravel Pit Hill from the recycling centre to the Church St./ Farm Lane junction. I will also report these.*

##### *Speed Humps*

*The white triangular markings on the speed humps in Fowlmere Rd & Gravel Pit Hill were refreshed recently, however the triangles on the Brook Road hump appear to have been forgotten and the white markings have almost entirely disappeared. I will also report this to Highways.*

##### *Foreman's Road*

*2 drains blocked with leaves –I will report this to Highways*

##### *Lighting*

*One light out in School Lane/Fowlmere Rd –Terry has reported this.*

##### *Village Recreation Ground*

*Play wall –in poor condition, bricks breaking up –need to assess & rectify*

*General area –a lot of mole activity –whole area needs treatment -*

*Depression showing under rubber safety area to the roundabout, TS trying to find a contractor to deal with this.*

*Shimmy replacement parts recommended by RoSPA are still to be ordered.*

##### *General Litter bins*

*The bins with wooden slats and their replacement parts are no longer available.*

*Bin by Fowlmere Rd bus shelter has a slat missing*

*Bin by seat outside Townsend Springs still minus a liner*

*All wooden slats need a new coat of varnish or stain treatment, this should have been done at the same time as the benches.*

##### *Dog Litter Bins*

*Kingsway bin by entrance to P O S –lid is broken off and is on the ground –should be reported to SCDC.*

*Public Open Space r/o Pepperslade & Kingsway*

CK reports Dog poo all over field – is some signage / reminders required here?

**Footpaths**

Narrow Lane path (Lower St to Middle St) The edges that were repaired a few years ago are again eroding and falling into the ditch. I will write to County and ask them to deal with this.

**Salt Bins**

Generally satisfactory, however salt inside some has caked hard and needs breaking up.

**Other Village Maintenance**

Telephone kiosk needs repainting again – and we still have not found a use for this.

Village Green – the earth around the drain cover has sunk and is a trip hazard – recommend earth & grass seed to bring earth back to same level.

Posts at bottom of village green are showing signs of rotting & strimmer damage – recommend replacing and adding a protective sleeve around the base.

Sheralds Croft Lane & Foreman's Road street signs need re-fixing properly, has work on this already been instructed?

Water board concrete marker post by Sheralds Croft salt bin has been knocked over – I will report this.

Cllr Easthope said there needs to be system for doing work which is needed. Cllr Smith has previously done a lot of this. Cllr Schneider offered to help. Cllr Kirby thought that it would be better to employ someone. Cllr Gough thought that parish councillors should do more. Previously if Cllr Smith had done nearly everything the precept would have been larger. Cllr Kirby suggested the damaged bins might be replaced. Cllr Easthope will prepare a list of what needs to be done.

Cllr Gough referred to the recent closure of the A505 and the diversion of traffic through Thriplow. Damage had been caused to the verges. In one case a thatched roof had lost some of its thatch. Cllr McDonald said that a height restraint could be applied for. It was recognised by all that the closure of the A505 was in exceptional circumstances.

Cllr Easthope referred to the amount of potholes in the roads. He has drawn up a map of them and sent it to CCC. He said that often he has been told to do an online referral. The problem is that this system only allows for the reporting of one at a time. Cllr McDonald said that CCC have a better machine for repairing potholes. They have held back due to the inclement weather. Cllr Gough referred to a manhole cover which is broken. This is on the corner of Lodge Road and Fowlmere Road.

**6. Parish Recreation Grounds and Parish Maintenance**

**(a) Village & Heathfield Maintenance**

Cllr Smith said that most has been done;

**(b) Footpaths**

Cllr Easthope said that the footpath in Narrow Lane is starting to fall into the ditch. CCC repaired it last time this happened, It needs to be looked at again. He will pursue this;

**(c) Damaged signage in the Village**

Cllr Smith said that most have the signs have been repaired but he has not looked at the one at Sherald's Croft. Cllr Williams said he will chase this repair. Cllr Easthope said the sign in Foreman's Road needs repair. Cllr Williams will let Cllr McDonald know about this;

**d) Motor Mower Disposal**

The parish clerk explained that this item is on the agenda because the mowing machine costs more to maintain than it has usage. Cllr Smith said he has spoken to the firm which maintains it. The mowing machine is in good condition. Colin Fuller who has used it is unwell. During the latter part of 2019 Cllr Smith did 2 cuts of The Green himself. The mowing machine is 15-20 years old. In future cutting The Green is included in the grass cutting contract. Cllr Jackson will ask TPCC if they are interested in taking the mowing machine.

**7. Tree Planting, Tree Work and POS Maintenance**

**a) Tree work applications**

There are 2 tree work applications in circulation;

**b) Quotation for grass cutting throughout the parish**

Cllr Smith has obtained a quote from Hardys Landscaping Limited. This is for a total of £8,887 including VAT. Acceptance of this quote was proposed by Cllr Mackay and seconded by Cllr Schneider and agreed;

**c) Tree Works required**

Cllr Richman referred to the SCDC Free Tree Scheme. The parish council is entitled to 6 free trees. They must be collected by 31<sup>st</sup> March. It was agreed that 1 Alder Tree would be

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obtained for the school. It was also agreed that 2 trees would be planted at the top of Middle Street. The remaining 3 will be planted on Heathfield. One will be planted on Ringstone and the other 2 on the Heathfield Open Space. Cllr Schneider will organise collection of the trees. Matt Gough will be asked to advise on the type of tree. Cllrs Smith and Schneider will liaise over the acquisition and collection of the trees

**d) Tree Protection Orders on Heathfield**

Cllr Schneider will investigate this. It was agreed that there are several trees which might be subject to such orders. An application has already been received by SCDC in respect of the trees at the rear of Heathfield House;

**8. Planning Matters**

**a) Responses to planning applications**

*S/4370/19/FL-proposed one half storey outbuilding 35 School Lane –the application was supported; S/4402/19/FL-removal of kitchen fittings etc. Manor Farm, Church Street –the application was supported*

*Proposed Disabled Persons Parking Bay on Ringstone–this application was not recommended for approval;*

**b) Planning decisions received**

*S/2557/19/FL-demolition of existing dwelling and erection of detached two-storey house and detached garage at 34 Church Street –approved;*

*S/2930/19/FL-two storey front extension 9 Pigeon's Close –approved;*

*S/3783/19/FL -work at building 59 IWM –approved;*

*S/2927/19/FL & S/2928/19/LB -internal refurbishment of offices at building 10 IWM –approved;*

*S/2916/19/FL–first floor extension 9 Pigeon's Close;*

**c) Planning Appeals**

No planning appeals had been received

**d) Neighbourhood Plan**

Cllr Easthope reported

*On Saturday 29th February an exhibition and consultation was carried out at the village hall. The exhibition comprised a bringing together of all of the results of the consultation that was held a year or so ago, a vision of what was interpreted from that consultation and a number of suggestions as to how that vision might be achieved. The object of the exhibition was to present the results of the consultation and the Neighbourhood Plan groups' views on how they might be implemented. Display boards were mounted around the hall and each visitor was given green and red stickers to indicate whether they liked (green) or disliked (red) possible suggestions. There were lots of "post it" notes and a suggestion book provided and visitors were invited to use these to make any comments that they wished. Over 50 people attended with 6 members of the Neighbourhood Plan group there to explain the presentation and help answer queries. The display was open for 3 hours and all members of the group were kept very busy answering questions. We were delighted to see so much interest shown and over the next few weeks the results of the comments made will be analysed, summarised and reported on.*

*The exhibition was repeated at the Officers Mess on 7 the March, however I was unable to attend and I hope that Kit can give a quick review of that occasion.*

Cllr Jackson said that two consultations had recently taken place on in the Village Hall and the other in the Officer's Mess at the IWM. Those who attended had made interesting comments and asked questions. There will be a further opportunity for residents to make comments when the information is posted onto the website;

**e) Miscellaneous**

Cllr Brogan took time off work to represent the parish council when the application in respect of the floodlighting at Duxford Service Station was considered by SCDC Planning Committee. The Committee had visited the site the previous day. The application was approved. There were 7 votes for and 3 against.

**9. Financial Matters**

**a) Authority is requested to pay the following:**

|                                                                        | Amount | VAT | Total  |
|------------------------------------------------------------------------|--------|-----|--------|
| Parish Clerk's salary 14 <sup>th</sup> January – 9 <sup>th</sup> March | 537.60 |     | 537.60 |
| Parish Clerk's expenses                                                | 31.50  |     | 31.50  |

|                                                                         |         |       |         |
|-------------------------------------------------------------------------|---------|-------|---------|
| Reimbursement re purchase of Ink Cartridges                             | 169.49  | 33.89 | 203.38  |
| Reimbursement re payments to 34sp.com                                   | 12.50   | 1.50  | 15.00   |
| HMRC – PAYE on Parish Clerk’s salary                                    | 134.40  |       | 134.40  |
| Parish Council Websites – website hosting                               | 180.00  |       | 180.00  |
| Reimbursement Kit Jackson re IWM booking                                | 300.00  | 60.00 | 360.00  |
| NP – Invoice re completion of first part of commissioning and printing  | 1113.75 |       | 1113.75 |
| Cambridgeshire ACRE subscription                                        | 76.00   |       | 76.00   |
| SCDC - policies maps & aerial photo of the parish re Neighbourhood Plan | 40.00   | 8.00  | 48.00   |
| Ryecroft Date – printing APM leaflets                                   | 620.00  |       | 620.00  |
| Terry Smith – reimbursement re parts for goal posts                     | 11.16   | 2.23  | 13.39   |
| Royal British Legion – replacement cheque re wreath                     | 40.00   |       | 40.00   |
| CAPALC – Annual Subscription                                            | 395.63  |       | 395.63  |

**Items received after publication of this agenda but authorised for payment**

|                                                                 | Amount   | VAT     | Total    |
|-----------------------------------------------------------------|----------|---------|----------|
| Wicksteed Leisure Ltd – Invoice re sticks and trampoline on HOS | 23500.00 | 4700.00 | 28200.00 |
| Carol Deed – Website Administration                             | 150.00   |         | 150.00   |
| BS @ CAS Ltd – add insurance premium re HOS                     | 46.63    |         | 46.63    |

**b) Credits received**

The parish clerk informed the meeting that yearly interest as of the 31<sup>st</sup> December 2019 had been credited as follows:

- (1) NS & I account -£219.90;
- (2) Saffron BS account -£126.44;
- (3) Cambridge BS account No 1 -£157.88;
- (4) Cambridge BS account No 2 -£8.72

S106 monies are invested with Cambridge BS.

**c) S106 monies**

The monies held in respect of Hurdles Way were invested with Saffron BS. The remaining S106 monies are invested with Cambridge BS.

It was agreed that £6,651 would be withdrawn from the Saffron BS account and £5,401 from Cambridge BS account No 1. These monies are to cover grass cutting expenses and other POS maintenance in respect of Hurdles Way and Ringstone POS's. This was proposed by Cllr Schneider and seconded by Cllr Jackson; It was agreed that £6,651 would be withdrawn from the Saffron BS account and £5,401 from Cambridge BS account No 1. These monies are to cover grass cutting expenses and other POS maintenance in respect of Hurdles Way and Ringstone POS's. This was proposed by Cllr Schneider and seconded by Cllr Jackson;

**d) approval for the release of accounting records for internal audit**

Following a request from Cllr Easthope at the January meeting the parish clerk had circulated copies of the accounting records to all parish councillors at the meeting. He and the chairman had been through these accounting records prior to the meeting. He explained that there would some minor amendments to the accounting records before they are handed over to the internal auditor.



The parish clerk explained that he was working to a timescale and needed to get the accounting records to the internal auditor as soon as possible after year end on the 31<sup>st</sup> March. Cllr Easthope quoted Standing Order 17d which he has interpreted as meaning the parish clerk must comply with what he wants. He admonished the parish clerk for "not understanding" the Standing Orders. The parish clerk chose not to respond to this.

Cllr Gough said at the meeting councillors should be given information if requested. She also added after a comment from Councillor Kirby. That parish councillors are all responsible for any decisions taken. They should all be familiar with the parish council's Standing Orders so we can make any correct decisions. Parish councillors cannot just rely on one person that they are correct. If there are two opinions there all should have an input to the situation to get the correct ending. The parish council is wholly responsible not the clerk.

*Subsequent to the meeting the parish clerk has sought advice from the internal auditor and this is replicated below*

*The process for approval of the accounts should be set out in the Council's Financial Regulations (it is part 2 of the model policy). Please note points 2.1 and 2.2, please note point 2.2 needs the councillor to be appointed by the Council. Also note that the section about preparing asap after the year end is for presentation to the Parish Council, not individual councillors and has to have regard for your other urgent workload at that time. I would be satisfied with the 11 May for presentation before the Council as complying with this.*

*A councillor, except where they have been explicitly appointed to a position (e.g. Financial overseer), has no additional right to see documents than a member of the public. If the Councillor wants to see the information outside of it being an agenda item, they can request it under the FOI or wait until the inspection period.*

*It would be advisable that your Chairman contacts CAPALC to get some guidance about how they can handle the situation*

#### **10. Street Lighting Energy**

The parish clerk informed the meeting that he had contact Balfour Beatty to renew the contract for the maintenance of street lights on Whitehall Gardens and Woburn Place. He stated that the original has lapsed. HRA Limited have decided to find their own maintenance provider and the plan to enter into a new contract with Balfour Beatty is no longer required.

The parish clerk presented the meeting with an analysis of electricity bills received from HRA Limited in respect of payment for electricity supply to HRA owned street lights. It was agreed that this matter requires further investigation. It will be listed for further consideration at the next meeting.

#### **11. Resignation of the parish clerk**

*The parish clerk has resigned. His resignation letter has been circulated to parish councillors and is replicated below.*

19<sup>th</sup> February 2020

Dear Mark

#### **The position of Clerk to Thriplow Parish Council**

I wish to tender my resignation from the above-mentioned position

It has become clear to me that the position in which I find myself is no longer tenable

As you are aware I have been subjected to intense scrutiny and criticism over the past few years. I believe that this has been the result of a concerted campaign on the part of some parish councillors to undermine me and make my position untenable.

Recently, I filed a grievance against one parish councillor. I do not feel this has been properly dealt with. As a result, the person concerned has been able to make a mockery of the whole process. Although he has tendered an apology, I consider this unacceptable. I will not be forced to accept what I consider to be rather lame attempt at self-justification on the part of this person. Needless to say my suggested apology was rejected by him despite an agreement that we should try and agree

a wording between us. If he had acted on this agreement I would not feel impelled to resign.

I am also concerned that the parish councillor concerned has made it clear that he will not stop his activities. Despite this nothing is being done to deal with the situation. I cannot accept that I should take the "morsel" which has been thrown at me by way of an apology, then go away pretending that nothing has been happening. This is especially so when I am being told that nothing will change in the future. The parish council is my employer and its members have a duty to treat me fairly and not behave as bullies or "pick" at everything I do to find fault.

I am aware that my resignation may cause some short-term difficulties for the parish council. I do not wish this to be the case but I should not be expected to be continually subjected to the ongoing hostility of the person concerned.

Yours sincerely

Martyn

Cllr Easthope told the meeting that the parish councillor referred to is him and then read out a statement. This is replicated below.

*"I think all concerned recognise that the Councillor referred to in Martyn's letter is me.*

*I don't propose to comment on this with the exception of Martyn's allegation that there was an agreement between us, merely to say that there was no such agreement. Furthermore, Martyn did say at his review last October that he thought he would resign the post of parish clerk in May of this year.*

*I can't apologise for asking for information that should have been provided to all councillors and for which we are responsible. However, it was pointed out to me last June that the manner in which I asked for information was unacceptable and I apologised at that time. I now apologise again to Martyn for the manner in which I spoke and ask for this apology to be minuted."*



**12. Reports (if any):**

**a) Neighbourhood Forum (ex IWM liaison committee)**

Cllr Gough reported the next meeting is in April. Tickets for the forthcoming air shows are selling fast. Cllr Schneider asked about using the Ringstone POS for fund raising. T was agreed this can be done in conjunction with the Ladybird Play Group;

**b) Village Hall Management Committee**

Cllr Jackson and Cllr Gough reported that the heating had broken down. This will be repaired tomorrow. It has been suggested that the smell which is sometimes apparent may be cured by running the taps frequently;

**Police & Neighbourhood Watch**

Cllr Gough said she has heard nothing at all. Cllr Williams said there have been several burglaries in Whittlesford and damage to cars. Cllrs Schneider said that Heathfield House had been left open on night with the doors open. The police had been called;

## d) County Council Information

Cllr. McDonald had circulated his report. This is replicated below.

South Cambs District Council

### **Operational Performance –Call Answering**

Some significant improvements here –call answering now down to 1m 10s.

#### Appendix A - Operational Key Performance Indicator Report



<https://scambs.moderngov.co.uk/documents/s115434/Appendix%20A%20-%20Operational%20Key%20Performance%20Indicator%20Report.pdf>

<https://scambs.moderngov.co.uk/documents/s115434/Appendix%20A%20-%20Operational%20Key%20Performance%20Indicator%20Report.pdf>

### **Revenue Account Expenditure**

Generally positive picture on expenditure here which will mean a surplus vs a £400k deficit in May 2018.

<https://scambs.moderngov.co.uk/documents/s115456/Appendices.pdf>

### **New taxi licensing policy will see CCTV installed as standard and improve air quality across South Cambridgeshire**

A new taxi licensing policy for South Cambridgeshire aims to improve air quality and increase the safety of passengers and drivers.

South Cambridgeshire District Council will adopt the new policy from 1 April 2020.

CCTV will need to be installed in all vehicles as standard, to provide a consistent safeguarding approach. Meanwhile, a number of changes have been approved that will ensure taxis are greener, supporting the Council's commitment to become a net-zero carbon district before 2050.

They key points to highlight from the new policy are:

- From 31 March 2021, CCTV will be a mandatory requirement for all Hackney Carriage and Private Hire Vehicles without exception.
- From 1 December 2021, new licences will only be granted to taxis that are ultra-low or zero emission.
- From 1 December 2021, licences will not be granted for taxis older than nine years.
- From 1 December 2028, renewed licences will only be granted to taxis that are ultra-low or zero emission.

The initial consultation on the draft policy took place from July to September 2019. In November a decision was taken to run a further consultation to consider additional issues raised by members of the trade.

During the vote councillors agreed to report at least once per year on the frequency of requests to the Council to access the footage.

### **£5 million investment in Climate Emergency**

£5 million has been pledged in South Cambridgeshire to tackle the “global climate emergency”.

The new multi-million pound investment follows the Council spending around £1.5 million on improving Council homes last year and provided around £100,000 to 19 initiatives under the Council's Zero Carbon Communities grants scheme.

In 2018 the Council declared a climate emergency and pledged to reach net zero carbon by 2050.

To help move toward that goal the Council plans to invest in 2020-21:

- a further £100,000 on Zero Carbon Community grants for community initiatives to cut carbon emissions and tackle climate change
- £1.9 million 'greening' its offices to cut energy bills and show others how they could go green
- a further £1.3 million on improving energy efficiency of Council homes
- £1.3 million replacing 1,800 District Council owned streetlights with LEDs to reduce energy consumption by 60%
- Around £400,000 on an electric bin lorry to see whether it is viable to shift from a diesel to an all-electric fleet

In 2020-21 the Council expects to generate over £3.5 million from investments which will be spent on local services and help offset cuts to their funding by central Government.

#### **Deadline to apply for funding for VE Day commemorations extended**

Ahead of VE Day on Friday 8 May, South Cambridgeshire communities are being invited to apply for up to £1,000 to mark the 75th anniversary, with the deadline to apply being extended until 15 March.

VE (Victory in Europe) Day is an opportunity to reflect on the sacrifice, courage and determination of those at home and abroad who gave so much for their country during World War II. The Council is inviting people to apply for a Community Chest grant to fund projects that will help residents remember the guns falling silent at the end of the war.

The Community Chest Grant Scheme is open to voluntary and community groups based in South Cambridgeshire for one-off costs for projects that leave a legacy, such as a commemorative bench or plaque or a memorial in the centre of a village.

Applications can be made until 7 May, but those received after 15 March will not be able to receive funds prior to VE Day on 8 May. Visit our Community Chest page for more information or to apply.

The Council has funded the Community Chest scheme since 2011, handing out more than £550,000 in grants to local good causes in that time.

#### **Local Developments -Latest Status:**

##### **Royston to Granta Park aka A505 Study**

Next stage Mon March 9th meeting.

##### **Wellcome Genome Campus (AgriTech):**

#### **e) District Council Information**

Cllr Williams had circulated his report. This is replicated below.

*Councillors may know that a number of Judicial Review applications have been made against South Cambridgeshire District Council in respect of its management of planning matters. One of the Review applications relates to the way that planning applications are referred to Planning Committee for a decision if this is requested by a Parish Council or Councillor. South Cambs has operated a scheme whereby the Chair of the Planning Committee decided whether a planning application should be 'called-in' to the full Committee following a request. It is alleged that it is unlawful for the Chair to exercise this role.*

*The Leader of the Council wrote to Parish Councils on 8<sup>th</sup> January 2020 about proposed changes to the referral scheme that would give the Joint Director of Planning and Economic Development (a Council Officer) the power to decide whether an application would be referred to the Planning Committee in consultation with the Chair of the Planning Committee. It was suggested in the letter that an application could be automatically referred to the Planning Committee in the event of a disagreement between the Chair of the Committee and the Joint Director of Planning.*

*At the Planning Committee meeting on 12<sup>th</sup> February the Committee was asked to approve a new 'scheme of delegation'. Six options were put forward for the Committee to consider with the first option proposing that the Joint Director of Planning make the decision of which applications were to come to Committee in consultation with the Chair, but without any provision for referral to Committee in the event of disagreement between the Director and the Chair. Legal advice had apparently been received by the Council that it was not possible for the Chair of the Planning Committee to have a formal decision-making role on the question of whether a particular application would be 'called in' to the Committee. A majority of*

Committee members voted to approve the first proposal but a full review of the Council's scheme of delegation was also agreed.  
However, the legality of the decision of the Planning Committee to change the Council's scheme of delegation was challenged at the full Council on 20<sup>th</sup> February on the basis that such a change can only be made by the full Council. Councillors were subsequently notified that the proposed new scheme of delegation will be brought to the full Council meeting on 2<sup>nd</sup> April for approval.  
I will of course make Parish Councils aware of the outcome of this meeting. I will be pushing for as much democratic involvement in the planning process as possible to ensure that the ability of Parish Councils and individual Councillors to 'call-in' applications is not inhibited.  
I would welcome views from Parish Councillors on this in preparation for the meeting on 2<sup>nd</sup> April.

#### *Duxford Service Station*

Parish Councillors will know that on 12<sup>th</sup> February the Planning Committee agreed by a majority vote of six-two to approve the retrospective planning application (S/3798/19/FL) relating to the flood lights at the Duxford garage. This was a disappointing outcome given the Parish Council's objection to the application.

#### *TAXIS*

A new taxi policy has been adopted unanimously by members of the South Cambs. Under the new policy, CCTV will be compulsory in taxis. This is a welcome improvement for public safety. Another requirement in the new policy is a timetable for taxis to become 100% ultra-low or zero emission vehicles by 1<sup>st</sup> December 2028. I think this is a great way of helping to reduce emissions.

#### *VE DAY*

The deadline to apply for grants in relation to celebrations of the 70th Anniversary of VE day is 15th March. Grants can go towards one-off costs for projects that leave a legacy, such as a commemorative bench or plaque or a memorial in the centre of a village.

### **13. Correspondence and Information received**

#### Correspondence

- 31.01 - Fewes Lane Consortium Ltd –Update on changes to delegation arrangements for planning applications at SDC
- 03.02 - East Anglia Children's Hospice;
- 19.02 - Martyn Corbet –Resignation Letter;

#### Emails

- 14.01 - Mark Pacios –Thriplow Parish Council;  
Angus Batey Re Hurdles Way fence and gate;  
Geoff Creek –Litter and dog waste bin;  
Local Projects –LHI South Panel Meeting x 2;  
Play save –Stop paying more for playgrounds;
- 15.01 - Ian Papworth –Decision Notice S/3973/19/FL;  
Patrick Adams –SCDC Weekly Bulletin;  
Nishant Gupta –Banner for CGR;
- 16.01 - Cllr Peter McDonald –Heathfield House Site;  
Louise Lord –Information required x 2;  
Louise Lord –Update on CGR;  
Local Plan (GC) –Consultation;  
Paul Payne -Parish Contract;  
Daniel Lewy –London Stansted boosts flights to India;
- 17.01 - Ian Papworth –Decision Notice S/4041/FL;  
Cambridgeshire Matters –CM Newsletter –January 2020;
- 20.01 - Darren Mullett –Maintenance TOG;  
Nishant Gupta –Banner;
- 21.01 - Annabel Wright –Next Cross Village Working Party;  
Tina Creek –Street Light;

- 22.01 - Rebecca Stevenson –Play area repairs and maintenance;  
Louise Lord –Promoting CGR;  
APAS Planning –Correspondence regarding IWM;  
Linda Gallagher –Parish Council Liaison Meeting –28/01/20;  
Patrick Adams –SCDC Weekly Bulletin;
- 23.01 - Darren Mullett –RHP Report;  
Angus Batey –Re Hurdles Way fence and gate;
- 24.01 - Alison Brown –Cambridgeshire ACRE Membership;  
Angus Batey –Re Hurdles Way fence and gate;  
Carol Deed –Minutes of last PC Meeting;
- 25.01 - David Lewy –London Stansted CEO's speech to Uttlesford DC;  
APAS Planning –Correspondence regarding 34 Church Street;
- 26.01 - 34sp.com –Invoice 16869271;  
Angus Batey –Re Hurdles Way fence and gate;  
Nishant Gupta –Banner;
- 27.01 - David Lewy –London Stansted respects Uttlesford DC vote on application;  
Ladybird Playgroup –Ladybird Report;  
Darren Mullett –Equipment for Heathfield;  
Louise Lord –Publicity Thriplow CGR;  
Local Projects LHI South Panel Meeting;  
Nishant Gupta –Banner Collection;
- 28.01 - Local Projects –LHI South Panel Meeting –Cancelled Date;  
34sp.com –Recurring Billing x 3;  
Local Projects –LHI South Panel Meeting;  
Planning DC –Decision Notice S/0096/18/CW;  
Louise Lord –Help with extra publicity;  
Nina Buffin –Your Invoice;  
David Lewy –Turkish Delight –new airline announces Istanbul to London;  
Sally Bard –Confidential –Operation London Bridge;  
Rural Services Network –The Rural Bulletin –29/01/20;  
Charity Commission –Annual Return 2019 confirmation of receipt;
- 29.01 - Ian Papworth –Decision Notice S/3744/19/VC;  
Patrick Adams –SCDC Weekly Bulletin;  
APAS Planning –Correspondence regarding 34 Church Street;  
APAS Planning –Correspondence regarding Thriplow Farm;  
Philippa Macgarry –Invoice;  
Patrick Adams –SCDC Weekly Bulletin;  
ERTA Voluntary Transport –Cambridge –the future in our hands;  
Charity Commission -Ann
- 30.01 - APAS Planning –Correspondence regarding Duxford Service Station;  
Jenny Gyford –Public Access Demo;  
Darren Mullett –Report for APM Leaflet;  
Brenda Robinson –Parish Precept 2020/21;
- 31.01 - Louise Lord –Help with extra publicity;  
Louise Lord –Re Connection to SCDC website;  
Linda Gallagher –Parish Council Cabinet Liaison Meeting;
- 03.02 - CAPALC –C E Bulletin;  
clerk@duxfordvillage- FYI only Emergency Plan;  
Louise Lord –Connection to SCDC website;  
Louise Lord –Help with extra publicity;  
Cambridgeshire ACRE –GC Planning Consultation;  
ZCC –Joint Community Safety and Reliance Event;
- 03.02 - Patrick Adams –Litter Bins Catalogue;
- 04.02 - Editor FATN –Content for the FATN Magazine;  
Office at Thriplow School –Thriplow School;
- 05.02 - Local Plan (Greater Cambridge) –GC Planning Policy Monthly Update;  
Annabel Wright -Re Agenda for Transport Meeting;  
clerk@duxfordvillage– Don't panic Mr Mainwaring;  
Suzanne Roy –Update on items referred to Planning Committee;  
Mark Faires –Adopted/Unadopted Street Light repair and maintenance service  
Michael Sexton –Re Duxford Service Station S/3798/19/FL;

- 06.02 - Carol Deed –connection update;
- 07.02 - IHMC –IHMC January Incident Report;  
Mallorite Ltd –Prevent speeding driving through villages and around schools where communities are at risk;
- 10.02 - Parish Council Websites –Website hosting for thriplow.org.uk;  
Beverly Childs –Parish Planning Forum –30/02/20;  
Helen Taylor –Footway Lighting for Thriplow;  
John Clarke –Thanks;  
Darren Mullett –Heathfield Open Space;
- 11.02 - Planning Trees –TPO 0064 (2020) Copywrite House;  
Local Plan –GC Local Plan –Big Debate 18/02;
- 12.02 - Cllr Bridget Smith –Planning delegations update after Planning Committee;  
Aaron Clarke –SCDC Weekly Bulletin;  
Suzanne Roy –Chairman's Charity Concert n-18/03/20;  
Playsafety@rospaplay–Notification of Play Area Inspection;  
Local Projects –Important information in relation to 2021/22 Highway Improvement Applications;
- 13.02 – CAPALC –NALC CEB;  
IHMC –Roadworks & Events Report 29/02/20;  
34sp.com –Support Feedback Response;  
Linda Gallagher –Joint Community Safety Event;  
East West Railway –Bedford to Cambridge Community Events;  
CAPALC –AGM;
- 15.02 – Planning –TPO 0064 (2020);
- 17.02 - Helen Taylor –Footway Lighting in Thriplow;  
Annabel Wright –Minutes of A10 joint PC working party meeting 30/01;  
Chrishall pC –Cereals 2020;  
Natasja O'Connor –Cereals 2020;
- 18.02 - Louise Lord –Help with extra publicity;  
Louise Lord –Help with publicity;  
Editor FATN –Content for FATN;  
Planning Trees –Request for TPO;
- 19.02 - Patrick Adams –SCDC Weekly Bulletin;
- 20.02 - David Lewy –London Stansted boosts investment in sustainable transport provision;  
Future Aerospace –London Stansted Research –Future Airspace;  
Linda Gallagher –Joint Community Safety Event 2020;
- 21.02 - Paul Payne –Street Light Contract;  
Annabel Wright –Foxton Presentation;  
CAPALC –Training x 2;
- 23.02 - David Fulton –Update on planning delegation;
- 24.02 - Rural Services Network –Join us March 2020 to discuss rural strategy;
- 25.02 - David Lewy –London Stansted rallies to call of Africa etc;  
Future Airspace –London Stansted Airspace research;
- 26.02 - Patrick Adams –SCDC Weekly Bulletin;  
Tina Creek –Street Light Repairs;  
Belinda Westwood –Neighbourhood Plan Resources;  
Paul Payne –Parish Street Light Contract;  
Tina Creek –Street Light Repairs;  
Kerstin Rivett –Firewood;
- 27.02 - Suzanne Roy –Planning delegation update 27/02;
- IHMC – Roadworks & Events 1-15/02;
- 28.02- CAPALC –Training x 2;  
Richard Williams –District Council Elections;  
Cambridgeshire ACRE –Affiliation Fee 2020/21;
- 29.02 - Peter McDonald –District Council Elections;  
Darren Mullett –Remittance Advice Cf1421 HOS Development;  
Devand Singh –Vacancies on Parish Council;  
Devand Singh –Request Guidance Please;
- 02.03 - Linda Gallagher –"Update" Community Safety etc;
- 03.03 - Cambridgeshire CC –Wellbeing Strategy;  
Darren Mullett –Wicksteed Invoice;  
Ellen Bridges –Local Approach to Social Isolation;  
Emma Dyer –Climate Energy Survey;

- 04.03 - Rural Services Network –The Rural Bulletin 03.03.20;  
Patrick Adams –SCDC Weekly Bulletin;  
Cambridgeshire ACRE –Coronavirus;  
Martin Arthur Re TPCC mower invoice;  
Peter McDonald –Report;
- 05.03 – Planning Consultation –20/1125/TTCA;  
Planning Consultation -20/1068/TTCA;  
ZCC –Zero Carbon Communities Newsletter;
- 06.03 - Martin Ellwood -Highway Events Application –Cereals Exhibition;  
Gateway Confirmation –Successful Receipt of Online Submission x 2;
- 07.03 – Richard Williams –Report;

**Magazines and Advertising Sundries**

**14. Date of next meeting**

Annual Parish Meeting -19<sup>th</sup> March 2020  
Annual Parish Council Meeting – Monday 11<sup>th</sup> May 2020

There being no other business the meeting closed at 10.15 pm. The chairman thanked everyone for their attendance.

Signed .....M.B..... Chairman

Dated.....14.5.2021.....